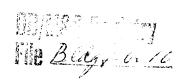
Approved For Release 2001/07/12 : CIA-RDP79-00498A000100150063-5

TYES OTHY



5 MAR 1973

MEMORANDUM FOR: Assistant Deputy Director for Support

SUBJECT

: Annual Report to Congress on the

Executive Dining Room

REFERENCE

: Memo dtd 2 Nov 72 fm A-DD/S to Ex. Dir.-Compt., same subject

Bob:

In accordance with your memorandum to the Executive Director-Comptroller, we have prepared a financial report (Attachment) of the Director's Dining Room and the Executive Dining Room operations for the calendar year just ended. As you mentioned in your memorandum, we may receive a reporting format from the General Accounting Office (GAO) for the FY 1973 report. I believe there is enough information in the attached report that any data required could be extracted from it.

However, in the event that we are permitted to submit our report directly to the Counsel, Senate Appropriation Committee, in a mutually agreed-upon format as mentioned in Mr. memorandum, STATINTL we believe a number of factors should be given consideration in arriving at a format and, for that matter, any report in a GAO format.

On the basis that the Director, for representational and security purposes, must have a private dining room, the associated cost of operating this function should be excluded and only the costs of operating the Executive Dining Room would then be reported. If this premise is accepted, we could logically exclude from the report a number of things:

- a. Fifty percent of kitchen square footage.
- b. Two hundred and ninety-two square feet of the Director's Dining Room.

Approved For Release 2001/07/12 : CIA-RDP79-00498A000100150063-5

SUBJECT: Annual Report to Congress on the Executive Dining Room

- c. Seating capacity of ten.
- d. One thousand meals served.
- e. \$3,024.57, less income (based on pro-rata estimate).
- f. \$2,918.84, less expense (based on pro-rata estimate).
- g. \$35,295.92, less direct salary and overtime. (Assumption is made that a waiter, chef, and bus boy/dishwasher would be required as a minimum to operate Director's Dining Room solely.)
- h. The net reductions of square footage also reduces the indirect costs by \$1,971.00.

The Executive Dining Room attachment to the attached report reflects the above adjustments. After your review of the attached material, I suggest that we get together and discuss the approach to be taken.

STATINTL

John F. Blake Director of Logistics

Att



Approved For Release 2001/07/12: CIA-RD 79 00498A000100150063-5

CENTRAL INTELLIGENCE AGENCY

Executive Dining Room

The Central Intelligence Agency operates an official representational dining room so that the Director may have available a suitable and secure dining facility for the entertainment of those individuals with whom it is necessary to consult in the discharge of his responsibilities in the field of foreign affairs. This facility consists of a kitchen, a small reception room, and a dining room of 292 square feet with a capacity of seating ten guests. It is staffed by a crew of three, which includes a chef, a waiter, and a bus boy/dishwasher. Approximately 1,000 meals are served annually.

There is also operated, established on the base of the facility that operates the Director's official dining room, an "Executive Dining Room." The determination has been made that, both because of the isolated location of the Agency Headquarters Building as well as the need for senior Agency officers to entertain and converse with people from both the public and private sectors, as well as foreign nationals, without being optically visible to the world at large, such a facility is in the best interests of the United States Government. Such a facility also allows senior Agency officers to conduct classified business discussions while having lunch, inasmuch as the serving staff is fully security cleared.

The financial facts on the operations of both facilities are listed separately in Tabs A and B. A combined listing appears in Tab C.

3 Atts



Talo A

Approved For Release 2001/07/12 : CIA-RDP79 0049 A000100150063-5

EYES ONLY

DIRECTOR'S DINING ROOM

r i S o In reliad	
Dining Room	292 Square Feet
Kitchen	365 Square Feet

2. Seating

Size

1.

Dining Room	10
2111216	

3. Membership N/.	A
-------------------	---

4. Meals Served - CY 1972

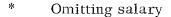
Official Meals	1,000
----------------	-------

5. Financial Statement

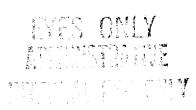
Gross Income	\$ 3,024.57
Gross Expense*	2,918.84
Net Income	\$ 105.73

6. Subsidy by Appropriated Funds

a. Direct: Salary and Overtime	\$ 35,295.92
b. Indirect: Maintenance 657 square feet x \$3.00**	1,971.00
TOTAL	\$ 37,266,92



^{**} The \$3.00 figure is an estimate only for costs of light, heat, and minor maintenance based upon comparative commercial space.





Approved For Release 2001/07/12 : CIA-RDP79-00498A000100150063-5

EXECUTIVE DINING ROOM

EYES HAMY

1.	Size	1,404 Square Feet	
	Executive Dining Room Kitchen	1,039 Square Feet 365 Square Feet	
2.	Seating		
	Executive Dining Room	64	
3.	Membership		STATINTL
4.	Meals Served - CY 1972	17,640	
	Members Meals Special Meals	16, 692 948	
5.	Financial Statement		
	Gross Income Gross Expense* Net Income	$ \begin{array}{r} $54,168.08 \\ \hline 52,274.81 \\ \hline $1,893.27 \\ \hline \end{array} $	
6.	Subsidy by Appropriated Funds		
	a. Direct: Salary and Overtimeb. Indirect: Maintenance1,404 square feet x \$3.00**	\$ 68,453.00 4,212.00	
	TOTAL	<u>\$ 72,665.00</u>	

- * Omitting salary
- ** The \$3.00 figure is an estimate only for costs of light, heat, and minor maintenance based upon comparative commercial space.





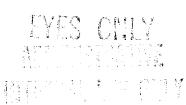
Approved For Release 2001/07/12: CIA-RDP79-00498A000100150063-5

EVIS ONLY

EXECUTIVE DINING ROOM & DIRECTOR'S DINING ROOM

1.	Size	2,061 Square Feet	
	Kitchen Executive Dining Room Director's Dining Room	730 Square Feet 1,039 Square Feet 292 Square Feet	
2.	Seating		
	Executive Dining Room Director's Dining Room	64 10	
3.	Membership		
	Executive Dining Room		STATINTL
4.	Meals Served - CY 1972	18,640	
	Members Meals Official Meals Special Meals	16, 692 1, 000 948	
5.	Financial Statement		
	Gross Income Gross Expense* Net Income	\$ 57,192.65 55,193.65 \$ 1,999.00	
6.	Subsidy by Appropriated Funds		
	a. Direct: Salary and Overtimeb. Indirect: Maintenance2,061 square feet x \$3.00**	\$ 103,748.92 6,183.00	
	TOTAL	\$ 109,931.92	

- Omitting salary
- ** The \$3.00 figure is an estimate only for costs of light, heat, and minor maintenance based upon comparative commercial space.



UNCLASSIFILED FOR RELEASES FOON 197/12: CIA-RDP79-00498A690 10 150 150 150 SECRET					
R	OUTING	AND	RECORD	SHEET	10/5 73-0902
SUBJECT: (Optional)					
Annual Report to Congress	on the E	xecutive			
FROM: Director of Logistics 1206 Ames Center Building			extension 2551	DATE 5 MAR 15	973
TO: (Officer designation, room number, and building)	DA RECEIVED	TE FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each to whom. Draw a line ac	n comment to show from whom ross column after each comment.)
 Assistant Deputy Director for Support 7-D-26 Headquarters Bldg. 					
2. ID/n 45		4/16	hll		
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.				-	
15.				UL 3	1240
FORM 610 USE PREVIOUS SECRET		CONFID	ENTIAL	INTERNAL USE ONLY	UNCLASSIFIED